



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Class Specification and Salary Range for Senior Plant and Equipment Mechanic.

MEETING DATE: September 17, 1997

SUBMITTED BY: Human Resources Director

RECOMMENDED ACTION: To approve class specification and salary range for Senior Plant and Equipment Mechanic.

BACKGROUND INFORMATION: The City's water and water treatment systems have experienced significant increases in technical sophistication and demand for service. The establishment of this position will allow for lead direction, technical expertise and oversight in the maintenance and operations of the City's critical water and water treatment systems. This position will be represented by the Maintenance and Operators bargaining group.

The reallocation of two of the five Plant and Equipment Mechanics to Senior Plant and Equipment Mechanics and establishment of this position was approved by the City Council in the 1997-1998 budget.

It is recommended that Council approve the class specification and salary range below:

Step				
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
\$2821.47	\$2962.47	\$3110.64	\$3266.20	\$3429.54

ANNUAL COST: \$8270.50

FUNDING: Currently budgeted.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joanne Narloch".

Joanne Narloch, Human Resources Director

Prepared by: Mary Ann Turner, Human Resources Analyst II
cc: Jack Ronsko, Public Works Director

APPROVED: _____

H. Dixon Flynn -- City Manager

SENIOR PLANT AND EQUIPMENT MECHANIC

DEFINITION:

Under general direction, performs highly responsible work and provides lead direction in the construction, maintenance and repair of storm, water and water/wastewater systems; performs operational preventative maintenance and technical mechanical work and coordinates and organizes the work of lower level classifications; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

This is an advanced journey level class in the Water/Wastewater Division of the Public Works Department. It is distinguished from the Plant and Equipment Mechanic class by its increased working knowledge of storm, water and wastewater systems.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision and direction from the Chief Wastewater Plant Operator or Water/Wastewater Supervisor and the Assistant Superintendents.

Provides lead direction to Plant and Equipment Mechanic and Maintenance Worker positions.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to the following:

Coordinates, schedules, assigns and participates in the maintenance and repair of water and wastewater systems including: granulated activated carbon systems, wells, wastewater pumps, valves and wastewater plant equipment.

Oversees, schedules and participates in the operation, diagnoses and repair of gas, liquid and generation chlorination systems, UV disinfection equipment, sulfur dioxide equipment, hydraulic units, boilers, heat exchangers and other stationary equipment.

Trains and evaluates maintenance staff in the proper methods and techniques for repair and maintenance of water and wastewater systems and equipment.

Assists with maintaining parts inventory, contacts vendors for price estimates and availability of parts and equipment, prepares requisitions.

Assists in the planning and implementing of complex maintenance programs, develops new maintenance procedures. Makes recommendations concerning maintenance items for the annual budget.

Maintains logs of repair on mechanical equipment.

EXAMPLES OF DUTIES (Cont'd):

Coordinates repair work with electricians and/or contractors and coordinates the Underground Service Alert (USA) program; observes and reports progress of contractors to ensure work meets quality standards.
Fills in for Plant and Equipment Mechanic on shift as needed.
Performs other related duties as required.

MINIMUM QUALIFICATIONS:

Knowledge of:

Mechanics of water, wastewater, and storm systems and pumps, hydraulic units, boilers, collection units and related components and equipment.
Basic principals of supervision.
Methods, materials, and equipment used in the maintenance of water/wastewater systems.
Principals and techniques in the operation of heavy equipment.
Basic mathematics and writing techniques.
Safe work practices in the water and wastewater industry.
Use and maintenance of a variety of tools and equipment used in water and wastewater systems.
Principals in operations of water treatment and distribution, and wastewater collection and treatment.

Ability to:

Schedule, organize, and oversee work of others.
Operate and perform maintenance work on water and wastewater system equipment.
Diagnose and repair mechanical problems in water and wastewater systems.
Work independently and act as crew leader.
Communicate clearly and concisely with employees, contractors, and the general public.
Maintain accurate records.
Understand and follow oral and written instructions.
Read and interpret manuals, construction plans, and specifications.
Establish and maintain cooperative work relationships with City employees, vendors, and the general public.
Operate granular activated carbon water treatment systems, chlorine generation systems, and UV disinfection systems.
Perform physically arduous tasks including the lifting, carrying, pushing and pulling of tools and equipment of various weights.

EDUCATION AND EXPERIENCE:

Any combination equivalent to education and experience that would likely provide the required knowledge's and abilities would be qualifying. A typical combination is:

Education:

Equivalent to completion of high school.

Experience:

Four years of increasingly responsible experience in the maintenance and operation of water and wastewater systems.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License issued from the California Department of Motor Vehicles. Prior to permanent appointment, the appropriate Commercial Driver's License with endorsements, as mandated by the State of California Commercial Vehicle Code.

Possession of a California Grade II Water Treatment Plant Operator certificate issued by the California Department of Health Services within 24 months of appointment.

Possession of a Grade II Mechanical Technologist certificate issued by the California Water Environment Association within 24 months of appointment.

RESOLUTION NO. 97-145

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING THE CLASS SPECIFICATION AND SALARY
RANGE FOR SENIOR PLANT AND EQUIPMENT MECHANIC

RESOLVED, that the Lodi City Council does hereby approve the class specification for the Senior Plant and Equipment Mechanic, as shown on Exhibit A, attached hereto; and

FURTHER RESOLVED, the Council hereby approves the salary range as follows:

S T E P				
A	B	C	D	E
\$ 2,821.47	\$ 2,962.47	\$ 3,110.64	\$ 3,266.20	\$ 3,429.54

Dated: September 17, 1997

I hereby certify that Resolution No. 97-145 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 17, 1997 by the following vote:

AYES: Council Members -

NOES: Council Members -

ABSENT: Council Members -

ABSTAIN: Council Members -

ALICE M. REIMCHE
City Clerk

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